

Parkrose School District 3

Code: BDDH-AR
Adopted: 10/23/95
Revised: 9.26.23

Public Comment at Board Meetings Procedure

The Board requests that a public comment add information or a perspective that has not already been mentioned previously, and that the patron refrains from repeating a similar point. Comments that do not comply with this policy AR or policy BDDH, or by the discretion of the Board Chair, will instead be referred to the Superintendent for review.

To provide oral public comment in person, *if the opportunity is available on the Board agenda*, please complete and submit an Intent to Speak card to the Board Executive Assistant prior to “Public Comment” posted on the agenda.

Electronic/virtual public comments may be offered by the Board in place of oral public comments. Your comment along with your name will be read aloud during the next Board meeting, *if the opportunity is available on the Board agenda*. Please visit the Parkrose webpage or the public notice on FlashNews: <http://www.flashalert.net/news.html?id=68>, for the electronic/virtual public comment link.

A person speaking during the oral public comment portion of the meeting or via the electronic/virtual public comment form may comment on a topic not on the published agenda. A person providing public comment will be allowed three minutes. Submitting an Intent to Speak card or an electronic/virtual public comment does not guarantee time will be available.

Any person, who is allowed to speak to the Board during a meeting, should state their name, whether they are a resident of the district and, if speaking for an organization, the name of the organization. A spokesperson should be designated to represent a group with a common purpose.

Comments about a specific employee or group of employees should comply with Board policy BDDH - Public Comment at Board Meetings:

“A person speaking during the designated portion of the agenda for public comment may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to the procedures in Board policy KL - Public Complaints for consideration of a legitimate complaint involving a staff member. Any association contract governing the employee’s rights will be followed. A commendation involving a staff member should be sent to the superintendent, who will forward it to the employee, a supervisor and the Board.”

SEE FORM ON REVERSE

INTENT TO SPEAK

The Board welcomes input. To provide in-person public comment please submit this completed card to the Board Executive Assistant prior to “Public Comment” posted on the agenda.

Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board or Board chair, and may be referred to the superintendent for reply at a later date. (BDDH)

Name: _____ Phone: _____

Are you a resident of the Parkrose School District? (circle one) YES NO

Name of organization (if you are speaking on behalf of an organization): _____

Address (optional): _____

Email (optional): _____

Topic or comment to be presented (brief description): _____

When the Board Chair calls on you for your comment, please be sure to state your name, whether you are a resident of the district and, if speaking for an organization, the name of the organization

The Board requests that a topic or comment is limited to three minutes or less.

Your name, topic and comments will be recorded in the Board Minutes for the public record. We will not include your address, email or phone number in the minutes.

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted by the Board regarding personnel may take place in an executive session.